

**2006 SUMMER RESIDENTIAL GOVERNOR'S SCHOOL(SRGS)  
FOR VISUAL AND PERFORMING ARTS  
PROCESS GUIDE FOR PRIVATE SCHOOL ADMINISTRATORS**

The 2006 Summer Residential Governor's School (SRGS) selection process is consistent with the mission of the Virginia Department of Education to provide eligible students in the commonwealth fair and equitable access to programs and services, and to allow for greater decision making at the local level. The process continues to guarantee representation in the SRGS while providing equitable distribution according to race, gender, and geographic region to accredited private schools through their regional cooperatives. All information, applications, and nomination report forms are available at the following Web address:

[www.doe.virginia.gov/Virginia/Govschools/SRGS](http://www.doe.virginia.gov/Virginia/Govschools/SRGS)

The 2006 Summer Residential Governor's School (SRGS) selection of nominees from private schools will continue to be conducted by the nine regions for private schools. In an effort to assist the private secondary schools with the regional SRGS selection process, the VDOE has identified contact persons who will facilitate the regional process. Where the regional coordinator has yet to be announced, Virginia Council for Private Education (VCPE) personnel will be assisting the region in determining a coordinator. Please refer to **ATTACHMENT A** for the names and contact information for these individuals and a listing of private schools by region.

As in past years, schools are encouraged to recognize the steps involved in the selection process and to establish dates for the submission of the various parts of the academic application in a manner that meets the region's needs. Each regional coordinator is encouraged to provide all schools assigned to the specific region with information regarding the application submission process and meeting dates and locations. The VDOE works with the private school regional coordinators as the primary contact for all information.

This administrative guide for application to the Summer Residential Governor's Schools sponsored by the Virginia Department of Education (VDOE) outlines the specific process for the Visual and Performing Arts program (VPA) from pre-nomination through completion of the summer program. Additional information is available at the following Web site:

[www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS](http://www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS)

The rewards of attending a residential Governor's School are great, but the effort needed to complete the application process can be challenging. The work of students, parents, teachers, counselors, school administrators, and central office administrators is deeply appreciated.

Because many schools do not have school-based gifted education teachers, the secondary school counselor is a vital person in the application process. He/she is the one person in the building with access to the required records and who also knows the student. Students should consult the school counselor throughout the process and honor all deadlines established by the counselor.

DEFINITION OF TERMS

Applicants	Students are classified as applicants throughout the region's selection process.
Nominees	Applicants are classified as nominees if selected by the regional selection committee to be submitted to the VDOE.
Regional Coordinator	The designated contact person within the region who is the final authority within the region for problem solving with the VDOE.
Visual and Performing Arts Programs	The visual and performing arts programs available for students include dance, instrumental music, vocal music, theatre, and visual art.

## BRIEF DESCRIPTION OF THE PROCESS

#	COMPONENT	DESCRIPTION	TIMELINE
1	Dissemination of Information	Each private school head is responsible for disseminating the pertinent information from this document as early in the school year as possible. At the same time, the regional coordinator will disseminate regional dates for local adjudication (if needed), applications, and the timeline for student deadlines in this process.	October 2005
2	Criteria for Eligibility	Each private school head is responsible for insuring that all nominees meet the established criteria for application to the Governor's School for Visual and Performing Arts. Coordinators are required to sign each application to indicate that each nominee submitted is eligible for the program.	October 2005
3a	Adjudication Process	The information on all students participating in the VPA adjudication process is due to the adjudication director at the University of Richmond by November 18, 2005 (written/faxed), or November 23, 2005 (electronically). Requests for specific percussion instruments to be provided at specific adjudication sites are also due on this date.	November 18, 2005 (written/faxed submission)  November 23, 2005 (electronic submission)
3b	Adjudication Process	Once this information is processed, the adjudication director sends a personalized letter that includes the date, time, and place of adjudication for each student, as well as a map and directions to the site, to each coordinator or private school head for distribution.	December 9, 2005
3c	Adjudication Process	VPA adjudications are held on Saturdays in January in geographic regions. Inclement weather may alter the schedule, but students should make every effort to attend the designated adjudication. Special instructions about weather problems and cancellations, as well as an adjudication information phone number, are included in the letter prepared for each student by the adjudication director.	January 2006
3d	Adjudication Process	By the end of January, copies of each applicant's official adjudication scores are returned to the respective private school counselor. These two yellow score sheets are critical parts of the application and must be attached to each application sent to VDOE.	January 28, 2006
4	Schools' Selection Process	Schools' selection committees meet in January or February to determine which candidates to send forward for the regional selection process.	January – February 2006
5	Regional Selection Process	Regional selection committees meet in late January/early February to determine the nominees for each Governor's School. <b>Each application must be ranked.</b> No two applicants may share a rank.	January – February 2006
6	Regional Nominee Submission Process	<b>5:00 p.m. on February 16, 2006</b> - DEADLINE for information on the nominees to be submitted in electronic format and the actual completed applications postmarked and mailed to the following address: Dr. Barbara McGonagill, Governor's Schools	February 16, 2006

#	COMPONENT	DESCRIPTION	TIMELINE
		Office of Middle/High School Instruction Virginia Department of Education 101 North 14 <sup>th</sup> Street, Richmond, Virginia 23219 OR P.O. Box 2120, Richmond, Virginia 23218-2120 Schools shipping applications by a carrier other than the USPS must use the street address.	
7	VDOE's Selection Process	Final selection for participation in the Governor's Schools is dependent on the strength of the application, local ranking, and the needs of the specific program. Consideration must be given to dormitory space, geographic balance within the commonwealth, and other factors.	February – April 2006
8	VDOE's Student Notification Process	In <b>mid-April</b> students will receive letters concerning the status of their applications. Nominees will either be invited to attend a program or will be designed as alternates. Prior to the mailing of these letters, heads of private schools and regional coordinators will receive lists indicating the status of individual nominees. As in past years, regions are not guaranteed representation in the VPA program. Selection for the VPA program is competitive and based on the needs of the program.	Mid-April 2006
9	Payment Process	Private schools will be invoiced in late May for students who have accepted the invitation by May 20, 2006. Revised invoices may be sent after the first day of the program, indicating students who declined or accepted after the May invoice. Only regions with membership changes will receive revised invoices. Private school payments must be made by the Friday preceding the first day of the program.	May – June 2006
10	Process Completion	Copies of applications must remain on file in the private school until August 15, 2006. At that time, applications should be shredded.	August 15, 2006

## DETAILED PROCESS INFORMATION VISUAL AND PERFORMING ARTS PROGRAMS

### 1. DISSEMINATION OF INFORMATION

- Each private school regional coordinator is encouraged to provide all high schools with information regarding the application submission process. Regions should establish and publicize dates for the submission of the various parts of the visual and performing arts application in a manner that meets the needs of the students.
- The Governor's School process begins as **tenth- and eleventh-grade students** return to school. Schools must publicize information about the Summer Residential Governor's Schools to all tenth- and eleventh-grade students and may not restrict information about the program to students enrolled in music, drama, art, or dance classes or those recommended solely by teachers.
- Each school must not discriminate upon the basis of religious conviction, race, gender, age, national origin, disability, or parent/guardian occupation.

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- Each school submitting applications for the regional nomination process must be accredited by an appropriate accrediting organization. For further information, contact the Virginia Council for Private Education at [www.vcpe.org](http://www.vcpe.org).
- Private schools are responsible for the local share of the tuition costs for any student nominated. The local share for private schools is 50 percent of the tuition cost.

**NOTE:** Students who reside in Virginia but attend private schools outside of the commonwealth may also be nominated for Virginia's Summer Residential Governor's Schools if they meet all other eligibility requirements. Such students must contact the VDOE specialist for Governor's Schools, Barbara McGonagill, at [Barbara.McGonagill@doe.virginia.gov](mailto:Barbara.McGonagill@doe.virginia.gov), or at 804-225-2884 for more information. Students may access applications and other information at the following Web address:

[www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS](http://www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS)

## **2. CRITERIA FOR ELIBILITY**

The school shall provide an application to any student who meets the eligibility criteria listed below. Schools are strongly encouraged to review the selection criteria with students and to assist them in recognizing the competition they face at the state level. The following criteria shall be met for a student to be eligible for consideration for the VPA program:

- In the **Visual and Performing Arts** (VPA) programs, a student may have been identified as gifted in the arts area (8 VAC 20-40-50, *Criteria for Screening and Identification*), but if a private school has no gifted program specific to the arts, any student who meets the criteria for the VPA program may apply. A student may meet any one of the following criteria to be eligible:
  - Rank at or above the 80th percentile on recent standardized test measures, or
  - Possess a C average for the last grade completed, or
  - Have a letter of commendation from a teacher who feels the student would qualify if not for an unusual situation or circumstance.
- A student shall be neither a current applicant to a 2006 Governor's Foreign Language Academy or other Summer Residential Governor's School Program, nor a former participant in these programs. **A student may attend only one program.**
- A student who participates in an Academic-Year Governor's School or who has participated in one of the 20 Summer Regional Governor's Schools **MAY** apply.
- A student shall be genuinely interested in attending the Governor's School and have the emotional maturity, stability, and self-discipline to live away from home for an extended period.
- A professional who knows the artistic ability and strengths of the student shall recommend the student.
- Each student shall participate in the adjudication process in January as scheduled by VDOE.

## **3. ADJUDICATION PROCESS**

### ***Submitting Applicants for Adjudication***

All VPA applicants **shall** participate in the state-sponsored adjudication process. Adjudication sites are provided in **ATTACHMENT B**. Students may adjudicate in only one art area. Each private school may select one adjudicant in each art discipline (dance, instrumental music, vocal music, theatre, and visual art). The information in **ATTACHMENT B** indicates that each private school is allowed **1 set of five** adjudicants. If a

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school does not fill one or more of the arts disciplines, it may **not** substitute students from other arts disciplines into those slots.

For information and specific questions with respect to adjudication procedures, requirements, and sites contact:

**Adjudication Director**  
The Governor's School  
28 Westhampton Way  
University of Richmond, VA 23173  
Information 804-289-8220 • Fax 804-287-1860  
[www.richmond.edu/govschool/students/application/adjudication.html](http://www.richmond.edu/govschool/students/application/adjudication.html)  
[govschool@richmond.edu](mailto:govschool@richmond.edu)

Private school counselors or designees provide the adjudication director with the names of applicants in each art discipline online or on the Applicant Report for Site Adjudication form (**ATTACHMENT C**) **postmarked or faxed by November 18, 2005**. Electronic submissions must be received by November 23, 2005.

- Private schools may submit adjudication information to the University of Richmond online. Information is available at the following Web address:

[www.richmond.edu/govschool/schoolpersonnel.html](http://www.richmond.edu/govschool/schoolpersonnel.html).

The following information must be provided by the November 2005 deadline:

- Advance notification of transportation plans that require students to be scheduled at adjacent times (e.g., several students carpooling from the same private school, or schools/regions that provide transportation for students).
- Advance notification of scheduling conflicts such as district band competitions that require students to be scheduled at specific times or on a date other than the one assigned to the private school.
- Requests for large percussion instruments to be provided at the specific adjudication site.

It is the responsibility of the private school counselor or designee to insure that all information required by the adjudication director is delivered on time. Neither the adjudication director nor the VDOE may be held responsible for student information that does not arrive or arrives late. **NO EXCEPTIONS WILL BE MADE.**

### ***Scheduling Adjudication Appointments***

The adjudication director will schedule all adjudication appointments. If an adjudicant has a known school-related conflict that cannot be rescheduled, the school counselor or designee must indicate this on the Applicant Report for Site Adjudication form or online. The adjudication director will mail a listing of the applicants' scheduled appointments to the school counselor or designee. In that mailing, the school counselor or designee will also receive individual student letters regarding adjudication appointments, a campus map, and other materials to be copied and distributed to each applicant. Information is **not** mailed directly to students.

Applicants must notify their school counselor or designee in advance if they know they will be unable to attend the adjudication. The school counselor or designee will then notify the adjudication director if an applicant is unable to attend the scheduled adjudication. Applicants will be rescheduled at the adjudication director's discretion.

The University of Richmond is responsible for the adjudications at all three sites. It reserves the right to charge a cancellation fee of \$25.00 for each student who fails to attend his/her scheduled state adjudication appointment, without rescheduling prior to or immediately after that date. The cancellation fee will allow the

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university to recoup expenses for adjudicators, support staff, and facilities needed to adjudicate the students scheduled.

### ***Make-up Appointments***

Applicants who qualify for a make-up adjudication appointment must notify the private school contact by the Monday immediately after the scheduled adjudication. The private school contact must notify the adjudication director no later than the following Wednesday.

To qualify for a make-up adjudication appointment, an applicant must be excused for the missed appointment for one of the following reasons: (a) medical illness documented by written excuse from a physician; (b) family emergency as documented by written excuse from parent or guardian; (c) inclement weather documented by a letter or e-mail from the school counselor or designee; or (d) unforeseen school-related conflict documented by a letter or e-mail from the sponsor. The adjudication director will reschedule appointments at a subsequent location or by videotape. The adjudication director will send videotaping instructions to the school counselor or designee, if applicable.

### ***Adjudication Scores***

The adjudication director will mail the two completed yellow adjudication forms to school counselors or designees postmarked no later than January 29, 2006. Two adjudication scores for each applicant are required in order to complete student applications for consideration by the regional selection committee. Student applications must include these two yellow sheets for consideration at the state level. While the University of Richmond checks the adjudicators' computation for accuracy, school counselors or designees are encouraged to check the scores, as well.

## **4. SCHOOL SELECTION PROCESS**

### ***Committee Process***

Applicants to the 2006 Summer Residential Governor's School for Visual and Performing Arts are required to participate in the state-sponsored adjudication process. It is important that schools wishing to participate in this process contact the regional coordinator as soon as possible to confirm their intention to participate. Following the receipt of the adjudication forms in late January, each school may review its applicants and then forward applications to the regional selection committee. Scoring information found in this document should be used to assist the schools in their decisions on applicants to be forwarded to the regional level of competition.

Each private secondary school may select applicants for the VPA programs. The regional coordinator, based on guidance provided, determines the number of applicants a school may submit to the region's selection committee. These applicants become part of the region's applicant pool from which nominees will be selected.

Each school may convene a committee to consider the applicants from the school. Schools should consider including school counselors, art, music, drama, and dance teachers, and persons with expertise/experience in gifted education in the arts on the committee. Each school sends the completed original application for each applicant to the regional selection committee according to the schedule established by the regional coordinator.

## **5. PRIVATE SCHOOL REGIONAL SELECTION PROCESS**

### ***Number of Nominees***

The maximum number of nominees a private school region may submit is determined by VDOE (see **ATTACHMENT A**) based on the enrollment of eligible students in the region. Each region may submit **one nominee in each art discipline** (dance, instrumental music, vocal music, theatre, and visual art) **for the first 1,000 and one additional nominee in each art discipline for each additional 1,000 students** (or fraction thereof) **enrolled in tenth and eleventh grades.**

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### ***Committee Process***

Each private school sends the completed, **original** application for each applicant to the regional selection committee. The regional selection committee must receive applications by the deadline established by the regional coordinator. After receiving applications, with two yellow adjudication forms attached to each application from each participating private school, the region selects its nominees.

The regional selection committee will consider the pool of local applicants and select nominees. The principal/headmaster or his/her designee from each participating school is responsible for determining who will serve on the regional selection committee. The regional coordinator should announce the date and location of this meeting and all participating schools should receive written notice of the meeting. The regional coordinator should provide VDOE with the time, date, and location for the meeting as well.

The VDOE suggests that the regional selection committee consist of secondary school counselors, educators and/or professionals knowledgeable in each of the art disciplines, and persons with expertise/experience in gifted education. The members of the regional selection committee should represent as many of the schools as possible and should include administrators/teachers who have knowledge about the Governor's Schools.

**ATTACHMENT D**, Scoring Guidelines, provides guidance on evaluating teacher narratives and the student's statement of interest. Selection of nominees should be based on the applicant's ability to handle the academic and artistic components of the program, his/her social and emotional maturity, and genuine interest and willingness to participate in the program. Nominees should be broadly representative of the racial and gender composition of the region.

### ***Completing the Application***

The regional selection committee must determine the total score for each applicant by using the VPA Scores form. This form is available online at the following Web site:

[www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS](http://www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS)

The VDOE will check the computation of adjudication, teacher rating scales, and final scores as part of its process. Applications received by the VDOE with incomplete scores will be returned to the regional coordinator for completion. The student will not be considered for any position until all scoring is complete and the application is resubmitted.

Each student's application should also indicate the names and titles of the regional selection committee members and other signatures as indicated on the Division/Region Signatures form. This form is also available at the previously provided Web site. The regional coordinator's statement acknowledges that the student's attendance and discipline records have been reviewed and that the nominee is worthy to represent his/her region. **Private schools should retain a copy of each application until August 15, 2006.**

All decisions of the regional committee are final. The VDOE does not have jurisdiction over the decisions made at the local level, unless it is shown that the local selection did not adhere to the requirements outlined in this document.

## **6. PRIVATE SCHOOL REGIONAL NOMINEE SUBMISSION PROCESS**

### ***Ranking the nominees***

Once the regional selection committee has identified the VPA nominees, they must be ranked in score order, regardless of art area. In other words, all dance, instrumental and vocal music, theatre, and visual art students form one ranking pool, separate from the regular academic program and mentorship ranking pool. In the case of multiple students with the same score, the committee must assign a different rank to each student. **Students may share the same score, but not the same rank.** This ranking is required to enter students into the Nomination Report.



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### ***Submitting the Nomination Report***

Nomination information will be submitted to the VDOE via a secure Web site. Regional coordinators should contact Barbara McGonagill at [Barbara.McGonagill@doe.Virginia.gov](mailto:Barbara.McGonagill@doe.Virginia.gov) or 804-225-2884. The VDOE will provide authorized regional coordinators with information to access the Single Sign-On for Web Systems (SSWS). Authorized users will be able to open the 2006 Summer Residential Governor's School Nominations Report. The Nomination Report will be available at the following Web address:

<https://eb01.vak12ed.edu/ssws>

The first page of the VPA application includes all student information needed to complete the nominations report. The first screen, after successful login, will show the region's quotas for the art disciplines. These totals will adjust automatically as students' program choices are entered. Users should click on the "Add Nominee" button to the right of the art discipline quotas to start entering student data. The user will be notified when he/she attempts to nominate a student in an art discipline where the quota has been filled or where a rank has been duplicated. Users will have the ability to edit or delete data for nominees after they have been entered. **Once all nominee information, including all VPA and academic program and mentorship nominees, has been entered**, the user should click on "Verification Report," shown on the screen's left blue bar. This report requires Adobe Acrobat® to be read. If the user's computer does not have that software, it may be downloaded without charge from the following Web site:

[www.adobe.com/products/acrobat/readstep2.html](http://www.adobe.com/products/acrobat/readstep2.html)

Users should save the verification report to their computers, and print a copy for signature. The verification report must be printed after all nominees are entered in order to indicate the correct number of students for whom tuition certification must be sent from the heads of the private schools. Private schools indicate, through the signed tuition certification (**ATTACHMENT E**), that **they are guaranteeing tuition for all students nominated**. The region's nomination report is instantaneously transmitted to the VDOE. The second page (and subsequent pages) of the region's verification report lists pertinent information that has been transmitted to the VDOE about its nominees. If the user has an interruption in the online submission process, submission of the data will not be lost. Further information and specific step-by-step instructions will be posted to the following Web site and sent via e-mail to all regional coordinators by January 1, 2006:

[www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS](http://www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS)

### ***Submitting Applications to VDOE***

The regional coordinator mails original applications for the selected nominees along with the Tuition Certification signed by the appropriate head of the private school nominating the student to the VDOE. For each nominee, the regional coordinator must submit an original application and **both** yellow adjudication score sheets. Only materials required by the VDOE will be accepted.

**IN ORDER TO BE CONSIDERED, all materials must be packed in the order indicated on the Verification Report and postmarked by 5 p.m. February 16, 2006. NO EXCEPTIONS WILL BE MADE. SUBMIT ORIGINAL COMPLETED APPLICATIONS TO THE FOLLOWING ADDRESS:**

Dr. Barbara McGonagill, Governor's Schools  
Office of Middle/High School Instruction  
Virginia Department of Education  
101 North 14th St., Richmond, VA 23219  
OR

P.O. Box 2120, Richmond, VA 23218-2120

Schools shipping applications by a carrier other than the USPS must use the street address.



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**NOTE:** School counselors must provide written information to students who adjudicated but who were not nominated indicating that their applications are not being sent to the state for consideration and that they will not receive any communication from the state in mid-April 2006. Schools may be asked to provide this list to the VDOE.

## **7. VIRGINIA DEPARTMENT OF EDUCATION'S SELECTION PROCESS**

The VDOE receives and processes all required materials **postmarked by February 16, 2006**. Final selection for VPA program participants is made by the VDOE and the VPA program director and will be based on the strength of the student's application, ranking, and the needs of the program.

**NOTE:** As in past years, private schools are not guaranteed representation in the VPA program. Selection for the VPA program is competitive and based upon the needs of the program.

## **8. VIRGINIA DEPARTMENT OF EDUCATION'S NOTIFICATION PROCESS**

**Each nominee will be sent a letter regarding his/her application status by mid-April 2006.** Prior to the mailing of letters to all nominees, the head of the private school and the regional coordinator will receive a status list indicating "invited" or "alternate" status for individual nominees. At this point, students are listed as "invited" or "alternates." Regional coordinators are welcome to share this information with nominees. Each student's letter will be sent directly to the home address indicated on the nomination report and nominee's application.

## **9. PAYMENT PROCESS**

Private schools will be invoiced in late May for students who have accepted the invitation to attend as of May 20, 2006. Schools may receive a revised invoice after the first day of the first program (June 26, 2006), indicating students who declined or accepted after the May invoice. Only those with membership changes will receive revised invoices. Payment for private school students is due by June 23, 2005, the Friday preceding the first day of the program.

The following tuition will be used to determine the private school's share of VPA program costs:

<b>Program</b>	<b>2006 Tuition</b>	<b>Private School Share</b>
Visual and Performing Arts	\$1,650	\$825

## **10. PROCESS COMPLETION**

Applications must remain on file until August 15, 2006. At that time, applications should be shredded.

**VISUAL AND PERFORMING ARTS PROGRAM  
IMPORTANT DATES  
2005-2006**

October 2005	Dissemination of information to students begins the process.
October 2005 - February 2006	Criteria for eligibility are considered for each student who plans to apply. Criteria are reviewed before applications are submitted.
November 18, 2005 (written/faxed) November 23, 2005 (electronically)	Adjudication deadline to submit names for VPA participants in the state adjudication process and to request specific percussion instruments at specific sites.
December 9, 2005	Adjudication schedules for individual students are mailed to gifted respective private schools to be given to students.
January 7, 2006	Adjudication - Site I University of Richmond
January 14, 2006	Adjudication - Site II Shenandoah University
January 21, 2006	Adjudication - Site III Emory and Henry College and make-up date
January 28, 2006	Adjudication - Completed VDOE forms (two for each student) are returned to respective private school counselors. If forms are returned earlier than this date, the school and regional process may take place in late January.
January-February 2006	School's selection process takes place.
January-February 2006	Date determined by regional coordinators as deadline for schools to submit completed applications (with yellow adjudication forms attached) to the regional selection committee.
January-February 2006	Regional selection process takes place.
February 16, 2006	Private school regional nominee submission process deadline to mail original applications and the cover page of the nominee report signed by the regional coordinator to the VDOE and to enter the nominee information on the VDOE's secure web site.
February-April 2006	VDOE's selection process takes place.
Mid-April 2006	VDOE's notification to students through letters sent to students indicating status of application. Coordinators receive a list of students and their status.
May 2006	Payment process begins with invoices that are sent for students who plan to attend.
June 2006	Payment process continues with adjustments to invoice(s), if necessary.
August 15, 2006	Process is completed when applications are shredded.

**Contact Information:**

If you have questions regarding the application, student selection process, submission of the nominee data, or the invoice process, please contact the specialist for Governor's Schools, Barbara McGonagill, at the VDOE at [Barbara.McGonagill@doe.virginia.gov](mailto:Barbara.McGonagill@doe.virginia.gov) or at 804-225-2884.

**ATTACHMENT A****Regional Contacts for Virginia Private Schools**

Schools invited to participate are those currently listed as **accredited** by the appropriate agency as recorded by the Virginia Council for Private Education as of September 14, 2005.

**Region 1 (Southwest Virginia, including Roanoke to N, Martinsville to E)**

Regional Coordinator: Kathleen J. Futrell ([kfutrell@roanokecatholic.com](mailto:kfutrell@roanokecatholic.com)), Roanoke Catholic, 540-982-3532 x. 125

**• VPA Nomination Quota: 1 set of five nominees**

Carlisle School	Oak Hill Academy	Roanoke Valley Christian
North Cross School	Roanoke Catholic	

**Region 2 (Southside - Lynchburg and Danville East to I-95)**

Regional Coordinator: Liz Nilsen ([liz.nilsen@ialr.org](mailto:liz.nilsen@ialr.org)), Institute for Advanced Learning and Research, 434-766-6766

**• VPA Nomination Quota: 1 set of five nominees**

Amelia Academy	Hargrave Military Academy	New Vistas School
Brunswick Academy	Holy Cross Regional School	Rivermont School
Chatham Hall	Kenston Forest School	Timberlake Christian School
Faith Christian Academy	Lynchburg Christian Academy	Virginia Episcopal School
Fuqua School	New Dominion School	Westover Christian Academy

**Region 3 (Charlottesville)**

Regional Coordinator: Joan Barnett ([jbarnett@tandemfs.org](mailto:jbarnett@tandemfs.org)), Tandem Friends School, 434-296-1303 x 246

**• VPA Nomination Quota: 1 set of five nominees**

The Blue Ridge School	Miller School of Albemarle	Woodberry Forest
The Covenant School	St. Anne's - Belfield	
Fork Union Military Academy	Tandem Friends	

**Region 4 (Shenandoah Valley - Staunton to Winchester)**

Regional Coordinator: Tina Glanzer ([glanzer@emhs.net](mailto:glanzer@emhs.net)), Eastern Mennonite High School, 540-432-4505

**• VPA Nomination Quota: 1 set of five nominees**

Blue Ridge Christian School	Massanutten Military Academy	Shenandoah Valley Christian Academy
C. F. Richards Jr. Academy	Mountain View Christian Academy	Stuart Hall
Eastern Mennonite High	Randolph-Macon Academy	Timber Ridge
Fishburne Military School	Seton Home Study School, Inc.	Wakefield Country Day School
Guardian Angel Regional Catholic School	Shenandoah Valley Academy	

**ATTACHMENT A, continued****Region 5 (Central Virginia - Fredericksburg, Richmond, Petersburg)**Regional Coordinator: Mary Chapman ([mchapman@st.catherines.org](mailto:mchapman@st.catherines.org)), St. Catherine's School, 804-288-2804**• VPA Nomination Quota: 2 sets of five nominees**

Benedictine High School	Holy Cross Academy	St. Catherine's School
Blessed Sacrament/Huguenot	New Community School	St. Christopher's School
The Collegiate School	Northstar Academy	St. Gertrude School
Elk Hill Farm	Richmond Christian School	Steward School
Fredericksburg Academy	Richmond Academy	Trinity Episcopal School
Fredericksburg Christian High School	Richmond Montessori	Victory Christian Academy
Heritage Christian School	Rudlin Torah Academy	

**Region 6 (Tidewater - Norfolk, Virginia Beach)**Regional Coordinator: Rich Peccie ([RPECCIE@norfolkacademy.org](mailto:RPECCIE@norfolkacademy.org)), Norfolk Academy, 757-461-6236**• VPA Nomination Quota: 2 sets of five nominees**

Alliance Christian	Chesapeake Bay Academy	Norfolk Collegiate
Atlantic Shores Christian	Crawford Day School	Portsmouth Christian Schools
Barry Robinson Center	Greenbrier Christian Academy	Stonebridge
Bishop Sullivan Catholic High School	Nansemond-Suffolk Academy	Tidewater Academy
Broadwater Academy	Norfolk Academy	Tidewater Adventist Academy
Calvary Christian School System	Norfolk Christian Discovery	Virginia Beach Friends School
Cape Henry Collegiate	Norfolk Christian School	

**Region 7 (Peninsula - Hampton, Newport News, Northern Neck, Williamsburg)**Regional Coordinator: Jeanette Fritts ([jfritts@cox.net](mailto:jfritts@cox.net)), Isle of Wight Academy, 757-357-3866**• VPA Nomination Quota: 1 set of five nominees**

Christchurch School	Isle of Wight Academy	St. Margaret's School
Denbigh Baptist Christian School	Our Lady of Walsingham Academy, Upper School	Williamsburg Christian Academy
Hampton Christian School	Peninsula Catholic High School	
Hampton Roads Academy	Southampton Academy	

## ATTACHMENT A, continued

### **Region 8 (Alexandria, Springfield, Manassas)**

Regional Coordinator: Cathy Bliss (cathbliss@comcast.net), Seton School, 703-491-9109

#### **• VPA Nomination Quota: 1 set of five nominees**

Bishop Ireton High School	Episcopal High School	Seton School
Commonwealth Academy	Grace Episcopal	St. Stephen's/St. Agnes School
The Dominion School	Islamic Saudi Academy	Word of Life Christian Academy
Emmanuel Christian School	Richard Milburn High School	

### **Region 9 (Northern Virginia)**

Regional Coordinator: Tom McNichol ([tomcnichol@hotmail.com](mailto:tomcnichol@hotmail.com)), Bishop Denis J. O'Connell HS, 703-237-1400

#### **• VPA Nomination Quota: 2 sets of five nominees**

Bishop Denis J. O'Connell High School	Highland School	Potomac School
Christian Fellowship School	Madeira School	Vienna Adventist Academy
Flint Hill School	Notre Dame Academy	Wakefield School
Foxcroft	Paul VI High School	

### **Other Schools**

#### **• VPA Nomination Quota: 1 set of five nominees per school**

- Appomattox Regional Governor's School for Arts and Technology
- Maggie L. Walker Governor's School for Government and International Studies
- Quantico High School

## **ATTACHMENT B**

### **Private School Applicants for Adjudication**

Each private school is entitled one set of five adjudicants (one from each art discipline)

#### **SITE I – University of Richmond, January 7, 2006**

Alliance Christian	Fishburne Military School	Our Lady of Walsingham
Amelia Academy	Fork Union Military Academy	Academy, Upper School
Appomattox Regional GS for	Fredericksburg Academy	Peninsula Catholic High School
Arts and Technology	Fredericksburg Christian	Portsmouth Christian Schools
Atlantic Shores Christian	Schools	Richmond Christian School
Barry Robinson Center	Fuqua School	Richmond Academy
Benedictine High School	Greenbrier Christian Academy	Richmond Montessori
Bishop Sullivan Catholic High	Hampton Christian Schools	Rivermont School
School	Hampton Roads Academy	Rudlin Torah Academy
Blessed Sacrament/ Huguenot	Hargrave Military Academy	St. Anne's - Belfield
Blue Ridge Christian School	Heritage Christian Academy	St. Catherine's School
The Blue Ridge School	Holy Cross Academy	St. Christopher's School
Broadwater Academy	Holy Cross Regional School	St. Gertrude High School
Brunswick Academy	Islamic Saudi Academy	St. Margaret's School
C. F. Richards Jr. Academy	Isle of Wight Academy	Southampton Academy
Calvary Christian School	Kenston Forest School	Steward School
System	Maggie L. Walker Governor's	Stonebridge
Cape Henry Collegiate	School for Government and	Stuart Hall
Chatham Hall	International Studies	Tandem Friends
Chesapeake Bay Academy	Miller School of Albemarle	Tidewater Academy
Christchurch School	Nansemond-Suffolk Academy	Tidewater Adventist Academy
The Collegiate School	New Community School	Trinity Episcopal School
The Covenant School	New Dominion	Victory Christian Academy
Crawford Day School	Norfolk Academy	Vienna Adventist Academy
Denbigh Baptist Christian	Norfolk Christian Discovery	Virginia Episcopal School
School	Norfolk Christian School	Virginia Beach Friends School
Eastern Mennonite High	Norfolk Collegiate	Williamsburg Christian
Elk Hill Farm	Northstar Academy	Academy
Faith Christian Academy	Notre Dame Academy	Woodberry Forest

#### **SITE II – Shenandoah University, January 14, 2006**

Bishop Denis J. O'Connell High	Grace Episcopal	Seton Home Study School, Inc.
School	Highland School	Seton School
Bishop Ireton High School	Madeira School	Shenandoah Valley Academy
Christian Fellowship School	Mountain View Christian	Shenandoah Valley Christian
Commonwealth Academy	Academy	Academy
The Dominion School	Paul VI High School	Timber Ridge
Emmanuel Christian School	Potomac School	Wakefield Country Day School
Episcopal High School	Quantico High School	Wakefield School
Flint Hill School	Randolph-Macon Academy	Word of Life Christian
Foxcroft School	St. Stephen's/St. Agnes School	Academy



**ATTACHMENT B, continued**

**SITE III – Emory and Henry College, January 21, 2006**

Carlisle School  
Guardian Angel Regional  
Catholic School  
Lynchburg Christian Academy  
Massanutten Military Academy

New Vistas School  
North Cross School  
Oak Hill Academy  
Richard Milburn High School  
Roanoke Catholic

Roanoke Valley Christian  
Schools  
Timberlake Christian School  
Westover Christian Academy

## ATTACHMENT C

### Applicant Report for Site Adjudication No Exceptions for Late Entries

**Postmarked by November 18, 2005 to:**  
**Adjudication Director**  
The Governor's School  
28 Westhampton Way  
University of Richmond, VA 23173

Private School \_\_\_\_\_

Private School Counselor \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_  
(area code) + number

Report adjudicants in following order: Dance, Theatre, Visual Art, Instrumental Music, and Vocal Music (Example: 15 Arts applicants [5 sets of three] - Indicate 3 Dance applicants, 3 Theatre applicants, 3 Visual Arts applicants, 3 Instrumental Music applicants, and 3 Vocal Music applicants.)

NUMBER	APPLICANT	ART DISCIPLINE (If music, include instrument or voice part)	Percussion Instruments (Needed at specific adjudication site)
<i>Ex. 1.</i>	<i>Mary Smith</i>	<i>Dance</i>	
<i>2.</i>	<i>John Doe</i>	<i>Instrumental Music</i>	<i>Marimba (needed at SU)</i>
<i>3.</i>	<i>Sarah Cho</i>	<i>Vocal Music - Alto</i>	

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.

**ATTACHMENT C, continued**

**Applicant Report for Site Adjudication**

(Duplicate Page for Additional Reporting)

**PAGE            of**

**NUMBER**

**APPLICANT**

**ART DISCIPLINE**  
(If music, include instrument or voice part)

**Percussion Instruments**  
(Needed at specific site)

## ATTACHMENT D

### Scoring Guidelines

#### GUIDELINES FOR RATING STATEMENTS OF INTEREST

The committee is welcome to assign points, based on the rubric provided below, for any essay that adequately demonstrates the student understands the nature of the interdisciplinary VPA program and the study that it will require. The scoring of this essay is included to ensure that the student submits the essay for the Governor's School director's use.

CRITERION	0 POINTS	1 POINT	2 POINTS
Nature of interdisciplinary study	Essay does not show understanding of the interaction among the art discipline, the broader field of arts, and humanities.	Essay shows some understanding of the interaction among the art discipline, the broader field of arts, and humanities.	Essay clearly articulates the important connections that exist and deserve concerted exploration among art discipline, the broader field of arts, and humanities.

#### GUIDELINES FOR RATING TEACHERS' NARRATIVES

1. The regional coordinator may appoint a reading committee to score the teachers' narratives. This committee can be the same one used to score the applicants' statements of interest.
2. Reader(s) should assess each teacher's impression of the applicant and assign a score for each narrative between 1 (low) and 6 (high) based on the following scale:
  - **6 pts.** This student **demonstrates superior skills and understanding** of all of the following behaviors: ability to work cooperatively and meaningfully in groups; openness to diverse and new experiences; goals for artistic growth; creativity; and intellectual and social maturity.
  - **4 - 5 pts.** This student **demonstrates excellent skills and understanding** in most of the following behaviors: ability to work cooperatively and meaningfully in groups; openness to diverse and new experiences; goals for artistic growth; creativity; and intellectual and social maturity.
  - **3 pts.** This student **demonstrates adequate skills** in most of the following behaviors: ability to work cooperatively and meaningfully in groups; openness to diverse and new experiences; goals for artistic growth; creativity; and intellectual and social maturity.
  - **2 pts.** This student **demonstrates moderate skills** in the following behaviors: ability to work cooperatively and meaningfully in groups; openness to diverse and new experiences; goals for artistic growth; creativity; and intellectual and social maturity.
  - **1 pt.** This student **demonstrates few skills** in any of the following behaviors: ability to work cooperatively and meaningfully in groups; openness to diverse and new experiences; goals for artistic growth; creativity; and intellectual and social maturity.
3. Record the scores in Part III of the VPA Scores form, available at the following Web site:

[www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS](http://www.doe.virginia.gov/VDOE/Instruction/Govschools/SRGS)

## ATTACHMENT E

### Head of School Tuition Certification

February 16, 2006

TO: Barbara McGonagill, Principal Specialist  
Governor's Schools and Gifted Education  
Virginia Department of Education  
Office of Middle and High School Instruction  
P.O. Box 2120  
Richmond, VA 23218-2120

FROM: \_\_\_\_\_  
**Head of School**

SUBJECT: 2006 Summer Residential Governor's School Tuition Certification

I hereby certify that the student(s) listed below is (are) qualified and genuinely interested in attending the specific Summer Residential Governor's School indicated. I further certify that this private school guarantees funding for the student(s) as its nominee(s) to the 2006 Summer Residential Governor's Schools program. I understand that this school will be invoiced in late May for the tuition for these students and that payment, to the Virginia Department of Education, Budget Office, P.O. Box 2120, Richmond, VA 23218-2120, is expected by June 23, 2006.

Name(s) of Nominee(s)	Student's Program Choice
-----------------------	--------------------------

\_\_\_\_\_  
Signature of Head of School

\_\_\_\_\_  
Date

## **ATTACHMENT E, continued**

### **Directions for completion of the Head of School Tuition Certification**

Please add the names of your school's nominees for the 2006 Summer Residential Governor's Schools and their program selection and then run the first page of ATTACHMENT D on **school letterhead and have it signed by the head of school**. His/her name should be typed at the FROM: line. Please provide the completed form to the regional coordinator, indicated in ATTACHMENT B for submission with materials by the deadline of February 16, 2006, or the form may be mailed directly to the address indicated on the memorandum.